AGENCY PLAN: STATEMENT OF PURPOSE, GOALS AND BUDGET SUMMARY

STATEMENT OF PURPOSE: The City Council promotes the economic, cultural and physical welfare of Detroit's citizens through Chartermandated legislative functions.

AGENCY FINANCIAL SUMMARY:

2006-07		2005-06		2006-07		Increase
Requested		Budget	Re	ecommended	(Decrease)
\$ 15,619,764	City Appropriations	\$ 12,677,672	\$	12,075,359	\$	(602,313)
25,000	Block Grant	 230,000		25,000		(205,000)
\$ 15,644,764	Total Appropriations	\$ 12,907,672	\$	12,100,359	\$	(807,313)
\$ -	City Revenues	\$ 2,175	\$	-	\$	(2,175)
25,000	Block Grant	 25,000		25,000		
\$ 25,000	Total Revenues	\$ 27,175	\$	25,000	\$	(2,175)
\$ 15,619,764	NET TAX COST:	\$ 12,880,497	\$	12,075,359	\$	(805,138)

AGENCY EMPLOYEE STATISTICS:

2006-07		2005-06	04-01-06	2006-07	Increase
Requested		<u>Budget</u>	<u>Actual</u>	Recommended	(Decrease)
<u>104</u>	City Positions	104	<u>92</u>	<u>82</u>	(22)
104	Total Positions	104	92	82	(22)

ACTIVITIES IN THIS AGENCY:

	2005-06	2006-07	Increase	
	<u>Budget</u>	Recommended	(Decrease)	
City Legislative Functions	\$ 12,907,672	\$ 12,100,359	\$ (807,313)	
Total Appropriations	\$ 12,907,672	\$ 12,100,359	\$ (807,313)	

CITY LEGISLATIVE FUNCTIONS ACTIVITY INFORMATION

ACTIVITY DESCRIPTION: CITY LEGISLATIVE FUNCTIONS

The City Council is the City's legislative body. Among the functions performed by Council are:

- The enactment and amendment of laws (ordinances and resolutions) governing the operation of the City;
- Approval and monitoring of contracts involving City business;
- Approval and monitoring of City budget and amendments thereto, and of the City's fiscal condition;
- Approval of City appropriations for grant funds and amendments thereto;
- Approval of the sale or disposition of City property;
- Approval of the settlement of civil litigation involving the City;
- Receipt of complaints, petitions and reports affecting the operation of the City or the well being of its citizens;
- Investigation and monitoring of the affairs of the City, its administration and the conduct of City agencies;
- Advocacy action on behalf of citizens, i.e., State and Federal levels;
- Approval of the Master Plan and Five Year Capital Agenda;
- Appointments to certain Boards and Commissions;
- Provide a mechanism for insuring that City residents can and will make their concerns about the state of the City or City government known;
- Monitor city service delivery to insure implementation of the policies and priorities adopted by the Council.

To assist the City Council in the above tasks, the Council is assisted by the following staff:

- An Auditor General (Agency #50) to advise on the City's fiscal operations and management.
- An Ombudsperson (Agency #53) to investigate and seek to resolve complaints against City government.
- A Planning Commission to advise on matters pertaining to the social, physical and economic development of the City, and act as the Zoning Commission. The Commission serves both the legislative branch and the citizens of Detroit by acting as a representative of the community, serving as a conduit for opinions from the community, and proactively initiating matters for consideration by the Council.
- A Research and Analysis Division to research, monitor, evaluate and advise on matters, particularly legal.
 Additional duties include service as chief legal advisor and general counsel to the Council, operation and supervision of Council's cable/government access channel programming, staffing of designated task forces and committees, and representing Council at various meetings with the administration and community entities.
- A Fiscal Analyst to compile, study and review all financial information necessary to advise the Council on budgetary and financial matters to help promote and protect the economic welfare of Detroit's citizens.
- An Historic Designation Advisory Board, which is the "study committee" required for City historic designation under the Michigan Local Historic Districts Act. The board and its staff provide advice and professional preservation assistance to City Council, business, neighborhoods, and citizens; provide professional assistance to developers using the Federal Tax Credit for Rehabilitation of Historic Structures; and also provide qualified professional research to administrative departments for use in federally required environmental reviews.

GOAL:

Exercise Legislative powers of the City.

MAJOR INITIATIVES:

The Research and Analysis Division will:

- Prepare and present, in a timely manner, legal opinions/counsel for the Council, when requested, or pertinent.
- Conduct factual investigations; prepare reports of findings, recommendations and opinion, in a timely manner, when requested by the Council.
- Prepare and present ordinances within a reasonable time frame, as requested by Council; as well as obtain citizen feedback on Council issues, pending ordinances and/or developments through surveys.
- Evaluate and report to Council on proposals and programs submitted to Council by the Executive Branch, at the request of Council, and by division initiative.

- Serve as liaison, participant, support staff and observer for and at the direction of Council, on Council and Executive Branch issues and projects; reporting to Council as needed or required on all such committees, task forces, and other projects.
- Reduce, complete, or otherwise eliminate any backlog of open assignments, exceeding ninety business days since assigned by Council, and received by the City Clerk.
- Produce and present to Council an annual report of all major Council activities.
- Complete a bi-annual revision and production of the Neighborhood Resources Guide, including Spanish, Arabic and French translations; as well as provide on-line access for the Guide and the Detroit City Code.
- Generate data for Council's use during the budget process, including the monitoring and investigation of departmental/agency responses to questions from the Council; and the compilation of performance data from the preceding and current fiscal years.
- Serve as liaison, as directed by the Council, between the Council and City of Detroit lobbyists in Lansing and Washington, D.C., and report to Council.
- Work with the Detroit Cable Commission on government access programming of the Council, including the development of additional programming.
- Generally provide Council with any support required or necessary to assist the Council in the performance of
 its duties.

The City Planning Commission will:

- Respond to all City Council referrals and directives.
- Review and make recommendations to City Council on all requests for amendments to the Master Plan; additionally, communicate needed changes to the Planning and Development Department.
- Assist City Council with annual fiscal review, by developing recommendations on the Capital Agenda, Consolidated Plan, and Annual Budget.
- Process requests for rezoning of property within three months of application submittal, except where delay is at petitioner's request or necessitated by community meetings.
- Identify and process needed amendments to the Zoning Ordinance text and maps, per the Work Program.
- Consider ordinances and/or modifications to existing ordinances, which regulate development and/or conservation of land.
- Provide technical assistance to the Citizen Review Committee to enable review of proposals for the Neighborhood Opportunity Fund, and other referrals from the Planning Commission and City Council.
- Assist in the empowerment of neighborhood organizations through training and technical assistance initiatives, as identified in the Work Program.
- Advise City Council within one week of routine requests for disposition of property, and on other requests within designated time frame.
- Participate collaboratively on task forces and committees to help accomplish identified goals and objectives.
- Continue evaluation of the Community Development Block Grant/Neighborhood Opportunity Fund projects and programs as identified in the Work Program.
- Schedule joint discussions with appropriate organizations to update the Commission on current activities and promote the sharing of information, e.g., the Health Department on progress in addressing high lead levels in children; the progress in code enforcement efforts.
- Conduct 3-4 tours and site visits related to matters before the Commission and the City's social, economic and physical development.
- Schedule training opportunities for staff and Commissioners in such areas as project management, conflict resolution, meeting management, parliamentary procedure, and speaking and writing skills.
- Receive quarterly project status reports from staff on matters that have been before the Commission and on requests of Commissioners.
- Conduct 6-month review of goals and objectives.
- Schedule presentations at Commission meetings on topics dealing with national and international trends related to items before the Commission and as applicable.

- Distribute City services information at Commission meetings and other opportunities as appropriate; work with City agencies to disseminate information on recently adopted and pending ordinances and regulations
- Hold community workshop(s) for the public to highlight recently adopted ordinances related to zoning and land use, e.g. revised Zoning Ordinance, gas station ordinance, and antenna ordinance.

The Fiscal Analysts will:

- In the process of Councils' budget deliberations of the Mayor's proposed annual budget, provide daily reports on each department to be reviewed by Council and highlights of major budgetary changes.
- In the daily reports, point out policy issues and priorities of departmental budgets as viewed by Council in divergence with the Executive Branch.
- Work with the Auditor General on balancing the budget adopted by Council and preparing voting schedules.
- Review, analyze and report on the Budget Department's Quarterly Financial Report.
- Provide, on a continual basis, economic and revenue analysis and forecasting.
- Analyze all transfers of funds requests from the Mayor related to the various departments.
- Review, evaluate and report on the fiscal impact of City, State and Federal budget decisions on the City.
- Analyze, evaluate and report on bond sales, development projects, some contracts, and other finance items.
- Assist the City Planning Commission in the analysis of the Capital Agenda.
- Report major expenditure items of interest to the Council, such as building demolition expenditures, contractual legal expenditures, Risk Management Fund (damage claims and worker's compensation cost), status of the Police Department Secret Service Fund and Drug Forfeiture Fund, and overtime costs.
- Keep abreast of issues before council regarding fiscal matters and, where appropriate, respond in a timely fashion.
- Work to continue development and improvement of computer spreadsheet analysis capabilities, computer
 database of fiscal and economic information, and incorporating more graphics in text with the intent to provide
 greater understanding of key analyses presented.
- Provides the City Council with any other information deemed necessary and appropriate.
- To better provide economic and revenue analysis and forecasting, attend seminars on economic trends and forecasts.

CITY LEGISLATIVE FUNCTIONS MEASURES AND TARGETS

Type of Performance Measure: List of Measures	2003-04 Actual	2004-05 Actual	2005-06 Projection	2006-07 Target
Outputs: Units of Activity directed toward Goals				
Petitions processed	N/A	1,076	1,076	N/A
Ordinances processed	N/A	55	60	N/A
Activity Costs	14,652,406	14,918,542	12,907,672	12,100,359

CITY OF DETROIT

City Council

Financial Detail by Appropriation and Organization

City Council Appointed Board of Review	Redb		005-06 2006-07 edbook Dept Final Request		2006-07 Mayor's Budget Rec	
City Legislative Functions	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
APPROPRIATION ORGANIZATION						
00269 - City Legislative Functions						
520009 - City Council Appointed Board of Revi	0	\$90,000	0	\$90,000	0	\$90,000
520011 - City Council Research and Analysis	23	\$2,427,074	23	\$3,128,788	17	\$2,246,453
520016 - City Council-Administration	9	\$2,222,714	9	\$2,339,225	8	\$1,965,661
520017 - City Council Fiscal Analysis	4	\$624,353	4	\$743,384	4	\$735,588
520018 - Historic Designation Advisory Board	4	\$511,991	4	\$643,609	4	\$601,045
520019 - City Planning Commission	15	\$1,588,138	15	\$2,024,260	12	\$1,682,865
APPROPRIATION TOTAL	55	\$7,464,269	55	\$8,969,266	45	\$7,321,612
00922 - Council President Office 520020 - City Council President Office	9	\$896,501	9	\$1,010,042	5	\$622,731
APPROPRIATION TOTAL	9	\$896,501	9	\$1,010,042	5	\$622,731
00923 - Council Member Office 1						
520030 - City Council Member Office 1	5	\$585,450	5	\$705,057	4	\$516,377
APPROPRIATION TOTAL	5	\$585,450	5	\$705,057	4	\$516,377
00924 - Council Member Office 2						
520040 - City Council Member Office 2	5	\$585,450	5	\$705,057	4	\$516,377
APPROPRIATION TOTAL	5	\$585,450	5	\$705,057	4	\$516,377
00925 - Council Member Office 3 520050 - City Council Member Office 3	5	\$585,450	5	\$705,057	4	\$516,377
APPROPRIATION TOTAL	5	\$585,450	5	\$705,057	4	\$516,377
00926 - Council Member Office 4 520060 - City Council Member Office 4	5	\$218,754	5	\$705,057	4	\$516,377
APPROPRIATION TOTAL	5	\$218,754	5	\$705,057	4	\$516,377
00927 - Council Member Office 5 520070 - City Council Member Office 5	5	\$585,450	5	\$705,057	4	\$516,377
APPROPRIATION TOTAL	5	\$585,450	5	\$705,057	4	\$516,377
00928 - Council Member Office 6 520080 - City Council Member Office 6	5	\$585,450	5	\$705,057	4	\$516,377

CITY OF DETROIT

City Council

Financial Detail by Appropriation and Organization

City Council Member Office 6		2005-06 Redbook		2006-07 Dept Final		2006-07 Mayor's	
			F	Request	Bu	dget Rec	
Council Member Office 6	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT	
APPROPRIATION ORGANIZATION							
00928 - Council Member Office 6							
520080 - City Council Member Office 6	5	\$585,450	5	\$705,057	4	\$516,377	
APPROPRIATION TOTAL	5	\$585,450	5	\$705,057	4	\$516,377	
00929 - Council Member Office 7							
520090 - City Council Member Office 7	5	\$585,450	5	\$705,057	4	\$516,377	
APPROPRIATION TOTAL	5	\$585,450	5	\$705,057	4	\$516,377	
00930 - Council Member Office 8							
520100 - City Council Member Office 8	5	\$585,450	5	\$705,057	4	\$516,377	
APPROPRIATION TOTAL	5	\$585,450	5	\$705,057	4	\$516,377	
05081 - Historic Designation Advisory Board BG							
520120 - Historic Designation Advisory Board	0	\$25,000	0	\$25,000	0	\$25,000	
APPROPRIATION TOTAL	0	\$25,000	0	\$25,000	0	\$25,000	
06623 - Community Development Planning BG							
520130 - Community Develop Planning Block	0	\$25,000	0	\$0	0	\$0	
520145 - Wayne State University CPC Evaluation	0	\$180,000	0	\$0	0	\$0	
APPROPRIATION TOTAL	0	\$205,000	0	\$0	0	\$0	
ACTIVITY TOTAL	104	\$12,907,672	104	\$15,644,764	82	\$12,100,359	

CITY OF DETROIT Budget Development for FY 2006-2007 Appropriations - Summary Objects

	2005-06 Redbook	2006-07 Dept Final Request	2006-07 Mayor's Budget Rec	
AC0552 - City Legislative Functions				
A52000 - City Council				
SALWAGESL - Salary & Wages	6,150,660	6,949,128	5,601,630	
EMPBENESL - Employee Benefi	3,632,208	5,812,597	4,077,165	
PROFSVCSL - Professional/Cont	1,524,099	1,357,221	1,017,046	
OPERSUPSL - Operating Supplic	168,286	171,560	171,387	
OPERSVCSL - Operating Service	1,342,730	1,345,258	1,223,515	
OTHEXPSSL - Other Expenses	43,500	9,000	9,616	
FIXEDCHGSL - Fixed Charges	46,190	0	0	
A52000 - City Council	12,907,672	15,644,764	12,100,359	
AC0552 - City Legislative Functions	12,907,672	15,644,764	12,100,359	
Grand Total	12,907,672	15,644,764	12,100,359	

CITY OF DETROIT

Budget Development for FY 2006-2007

Appropriation Summary - Revenues

	2004-05 Actuals	2005-06 Redbook	2006-07 Dept Final Request	2006-07 Mayor's Budget Rec	Variance
A52000 - City Council					
00269 - City Legislative Functions					
447455 - Subscription Services Ro	0	0	0	0	0
447485 - Sale-Misc. Supplies	(47)	0	0	0	0
448115 - Other Fees	900	0	0	0	0
462165 - Parking Facilities Reven	0	0	0	0	0
462255 - Miscellaneous Rentals	504	0	0	0	0
472150 - Other Miscellaneous	(311)	0	0	0	0
474100 - Miscellaneous Receipts	329	0	0	0	0
00269 - City Legislative Functions	1,375	0	0	0	0
00922 - Council President Office					
472150 - Other Miscellaneous	(44)	0	0	0	0
00922 - Council President Office	(44)	0	0	0	0
00923 - Council Member Office 1					
447455 - Subscription Services Ro	0	0	0	0	0
472150 - Other Miscellaneous	0	0	0	0	0
00923 - Council Member Office 1	0	0	0	0	0
00924 - Council Member Office 2					
472150 - Other Miscellaneous	0	0	0	0	0
00924 - Council Member Office 2	0	0	0	0	0
00927 - Council Member Office 5					
472150 - Other Miscellaneous	0	0	0	0	0
00927 - Council Member Office 5	0	0	0	0	0
00928 - Council Member Office 6					
472150 - Other Miscellaneous	(509)	0	0	0	0
00928 - Council Member Office 6	(509)	0	0	0	0
00930 - Council Member Office 8					
462255 - Miscellaneous Rentals	0	0	0	0	0
00930 - Council Member Office 8	0	0	0	0	0
05081 - Historic Designation Advisory Boa	ard BG				
432200 - Gts-Comm Dev Block G	30,618	25,000	25,000	25,000	0
05081 - Historic Designation Advisory I	30,618	25,000	25,000	25,000	0
06623 - Community Development Planning	a BG				
432200 - Gts-Comm Dev Block G	179,330	205,000	0	0	(205,000)
06623 - Community Development Plani	179,330	205,000	0	0	(205,000)

CITY OF DETROIT Budget Development for FY 2006-2007 Appropriation Summary - Revenues

	2004-05 Actuals	2005-06 Redbook	2006-07 Dept Final Request	2006-07 Mayor's Budget Rec	Variance
A52000 - City Council					
11352 - South Rosedale Park					
432350 - Grants-Other-State	30,000	0	0	0	0
11352 - South Rosedale Park	30,000	0	0	0	0
A52000 - City Council	240,770	230,000	25,000	25,000	(205,000)
Grand Total	240,770	230,000	25,000	25,000	(205,000)

Appropriation Organization	REDBOOK FY 2005 2006 FTE	DEPT REQUEST FY 2006 2007	MAYORS FY 2006 2007 FTE
Classification			
00269 - City Legislative Functions			
520011 - City Council Research and Analysis			
CC R & A Director	1	1	1
CC R & A Deputy Director	1	1	1
CC R&A Staff Analyst - Legal	8	8	5
CC R&A Staff Analyst - Policy	4	4	3
CC Research Cable Specialist	2	2	2
CC Research Videographer	5	5	3
CC Administrative Asst III	2	2	2
Total City Council Research and Analysis	23	23	17
520016 - City Council-Administration			
CC Administrative Asst IV	3	3	2
CC Administrative Asst III	2	2	2
CC Staff Secretary II	2	2	2
CC Staff Secretary I	2	2	2
Total City Council-Administration	9	9	8
520017 - City Council Fiscal Analysis			
CC Fiscal Analysis Director	1	1	1
CC Fiscal Analysis Deputy Dir	1	1	1
CC Fiscal Staff Analyst	1	1	1
CC Staff Secretary II	1	1	1
Total City Council Fiscal Analysis	4	4	4
520018 - Historic Designation Advisory Board			
Historic Designation Director	1	1	1
Historic Designation Sprv Spec	1	1	1
Historical Designation Spec II	1	1	1
Historic Designation - AA II	1	1	1
Total Historic Designation Advisory Board	4	4	4
520019 - City Planning Commission			
Director - City Planning Comm	1	1	1
Deputy Director - CPC	1	1	1
City Planner V	1	1	1

Appropriation	REDBOOK FY 2005	DEPT REQUEST	MAYORS FY 2006
Organization	2006 FTE	FY 2006 2007	2007 FTE
Classification			
00269 - City Legislative Functions			
520019 - City Planning Commission			
Social Planner V	1	1	1
City Planner IV	4	4	2
Social Planner IV	2	2	2
City Planner III	3	3	2
Admin Asst III - CPC	1	1	1
Admin Asst II - CPC	1	1	1
Total City Planning Commission	15	15	12
Total City Legislative Functions	55	55	45
00922 - Council President Office			
520020 - City Council President Office			
City Council President	1	1	1
CC Administrative Asst IV	1	1	0
CC Administrative Asst I	3	3	2
CC Sec Steno-Council President	1	1	1
CC Staff Secretary II	1	1	0
CC Secretarial Stenographer	2	2	1
Total City Council President Office	9	9	5
Total Council President Office	9	9	5
00923 - Council Member Office 1			
520030 - City Council Member Office 1			
City Council Member	1	1	1
CC Administrative Asst IV	1	1	0
CC Administrative Asst II	1	1	1
CC Administrative Asst I	1	1	1
CC Secretarial Stenographer	1	1	1
Total City Council Member Office 1	5	5	4
Total Council Member Office 1	5	5	4

Appropriation Organization Classification	REDBOOK FY 2005 2006 FTE	DEPT REQUEST FY 2006 2007	MAYORS FY 2006 2007 FTE
00924 - Council Member Office 2			
520040 - City Council Member Office 2			
City Council Member	1	1	1
CC Administrative Asst IV	1	1	0
CC Administrative Asst II	1	1	1
CC Administrative Asst I	1	1	1
CC Secretarial Stenographer	1	1	1
Total City Council Member Office 2	5	5	4
Total Council Member Office 2	5	5	4
00925 - Council Member Office 3			
520050 - City Council Member Office 3			
City Council Member	1	1	1
CC Administrative Asst IV	1	1	0
CC Administrative Asst II	1	1	1
CC Administrative Asst I	1	1	1
CC Secretarial Stenographer	1	1	1
Total City Council Member Office 3	5	5	4
Total Council Member Office 3	5	5	4
00926 - Council Member Office 4			
520060 - City Council Member Office 4			
City Council Member	1	1	1
CC Administrative Asst IV	1	1	0
CC Administrative Asst II	1	1	1
CC Administrative Asst I	1	1	1
CC Secretarial Stenographer	1	1	1
Total City Council Member Office 4	5	5	4
Total Council Member Office 4	5	5	4
00927 - Council Member Office 5			
520070 - City Council Member Office 5			
City Council Member	1	1	1
CC Administrative Asst IV	1	1	0

Appropriation Organization Classification	REDBOOK FY 2005 2006 FTE	DEPT REQUEST FY 2006 2007	MAYORS FY 2006 2007 FTE
00927 - Council Member Office 5			
520070 - City Council Member Office 5			
CC Administrative Asst II	1	1	1
CC Administrative Asst I	1	1	1
CC Secretarial Stenographer	1	1	1
Total City Council Member Office 5	5	5	4
Total Council Member Office 5	5	5	4
00928 - Council Member Office 6			
520080 - City Council Member Office 6			
City Council Member	1	1	1
CC Administrative Asst IV	1	1	0
CC Administrative Asst II	1	1	1
CC Administrative Asst I	1	1	1
CC Secretarial Stenographer	1	1	1
Total City Council Member Office 6	5	5	4
Total Council Member Office 6	5	5	4
00929 - Council Member Office 7			
520090 - City Council Member Office 7			
City Council Member	1	1	1
CC Administrative Asst IV	1	1	0
CC Administrative Asst II	1	1	1
CC Administrative Asst I	1	1	1
CC Secretarial Stenographer	1	1	1
Total City Council Member Office 7	5	5	4
Total Council Member Office 7	5	5	4
00930 - Council Member Office 8			
520100 - City Council Member Office 8			
City Council Member	1	1	1
CC Administrative Asst IV	1	1	0
CC Administrative Asst II	1	1	1
CC Administrative Asst I	1	1	1

Appropriation Organization	REDBOOK FY 2005 2006 FTE	DEPT REQUEST FY 2006 2007	MAYORS FY 2006 2007 FTE
Classification			
00930 - Council Member Office 8			
520100 - City Council Member Office 8			
CC Secretarial Stenographer	1	1	1
Total City Council Member Office 8	5	5	4
Total Council Member Office 8	5	5	4
Agency Total	104	104	82